

~~RESTRICTED~~

OCT 29 1947

Asst. Director for Collection and Dissemination

Deputy Director

Form

1. No action will be taken on the attached Reproduction Requisition pending receipt of your comments on the management survey report now in your possession, and determination of final action to be taken in connection therewith.

2. a. Examination of proposed forms indicates that --

(1) One can be eliminated and internal action expedited by more informal means;

(2) One is a further duplication of two records already maintained.

b. Further consideration should be given to internal simplification of administrative procedures and reducing, if possible, the considerable number of forms now in use.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

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E. K. WRIGHT
Brigadier General, USA
Deputy Director

Encls.

2 Repro. Req. and stencils

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Document No. *441*

NO CHANGE in Class. ☐

☒ DECLASSIFIED

Class. CHANGE TO: *TS S C*

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: *24 Feb 78* By: *[Signature]*

[REDACTED] mc (29 Oct 47)

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